

## **SCCTP Needs Assessment Basic Serials Cataloging Workshop**

Please answer the following questions to help the instructors determine areas to stress in this Workshop. Return your completed Needs Assessment to the sponsor of your Workshop as instructed.

1. What type of institution do you work in? (Please check all that apply.)

- 1.1. ☐ National library
- 1.2. ☐ Large academic/Research
- 1.3. ☐ Small academic/Community college
- 1.4. ☐ Special library (e.g., law, theology, art, hospital, museum, etc.)
- 1.5. ☐ Public library
- 1.6. ☐ Corporate/Commercial
- 1.7. ☐ National government (e.g., federal agency, military, etc.)
- 1.8. ☐ State/province or Local government
- 1.9. ☐ School (for ages 5-18)
- 1.10. ☐ Other. Please identify type: \_\_\_\_\_

2. What is your experience?

- 2.1. ☐ Serials cataloging, print or electronic forms.  
Please specify forms: \_\_\_\_\_ and years: \_\_\_\_\_.
- 2.2. ☐ Cataloging other formats, e.g., books, maps, electronic resources, etc.  
Please specify formats: \_\_\_\_\_ and years: \_\_\_\_\_.
- 2.3. ☐ Other serials experience, e.g., serials selection, check-in, binding, etc.  
Please specify type: \_\_\_\_\_ and years: \_\_\_\_\_.

3. Which of these tools do you use for serials cataloging? (Please check all that apply.)

- 3.1. ☐ Anglo-American Cataloging Rules
- 3.2. ☐ Library of Congress Rule Interpretations
- 3.3. ☐ CONSER Cataloging Manual
- 3.4. ☐ CONSER Editing Guide
- 3.5. Others: \_\_\_\_\_
- 3.6. ☐ Not applicable (Not currently cataloging)

4. What bibliographic utilities do you use for cataloging copy?

- 4.1. ☐ OCLC
- 4.2. ☐ RLIN
- 4.3. ☐ Other. Please name it: \_\_\_\_\_

5. What local system does your library use, e.g., III, VTLS, SIRSI, etc.?

\_\_\_\_\_

6. What areas of this workshop are of greatest interest to you?

**Please rank** your responses from 1 (highest interest) to 7 (lowest interest).

- 6.1. \_\_\_\_ What is a serial?
- 6.2. \_\_\_\_ Printed serials - Original cataloging
- 6.3. \_\_\_\_ Printed serials - Copy cataloging
- 6.4. \_\_\_\_ Electronic serials (Direct access, e.g., CD-ROM) –Original and copy
- 6.5. \_\_\_\_ Electronic serials (Remote access, e.g., electronic journals) - Original and copy
- 6.6. \_\_\_\_ When to make a new record (includes title changes, linking entries, etc.)
- 6.7. \_\_\_\_ Subject headings and classification for serials (note: the session covers only LCSH and LC classification)

7. Are you interested in a special session we have not considered above? (Optional)  
Please identify it and suggest benefits to beginning serials catalogers.

8. Do you have any other comments about what you hope to learn at this Workshop?  
(Optional)